

**Booth Hill/Jane Ryan Building Committee Meeting
Minutes**

March 1, 2018

5:30 p.m.

Middlebrook School

Media Center

220 Middlebrooks Avenue

Trumbull, CT

Members attended:

Jeffrey M. Donofrio, Board Member

Mike Ward, Board Member

J.C. Cinelli, Town Council

Richard Deecken

Members Absent:

Kevin Shively, Town Council

Stephen Rescsanski

Jeffry Jenkins

Also in attendance:

Mary Beth Thornton, Town Council

Mark Deming, Director, Facilities

Kevin Bova, Purchasing Agent

Prior to the meeting, Mary Beth Thornton, Town Council member, noted that there is a Resolution on the March 5 Town Council meeting Agenda to appoint Richard Deecken as Booth Hill/Jane Ryan Building Committee Chairman.

The meeting was called to order at 5:30 p.m. By majority vote, minutes from the February 21, 2018 were approved. It was moved (Cinelli) seconded (Donofrio) to appoint Richard Deecken as acting Chairman. With no other nomination or discussion, motion passed.

Mr. Deecken stated that each architect will be allowed thirty minutes for their presentation followed by a fifteen minute Committee question period.

Mr. Donofrio questioned the architects about their experience with school window projects. Discussion ensued. Mr. Ward reiterated that time is of the essence, that the projects must begin when school ends in June and completed prior to school beginning in August.

It was moved (Cinelli) seconded (Donofrio) to move into Executive Session at 8:25 p.m. to review proposals and recommended architect(s) for the window projects.

By unanimous consent, the Committee agreed to end Executive Session at 8:45 p.m.

Mr. Deecken announced that following discussion, the Building Committee is recommending Silver/Petrucci & Associates as architect.

It was moved (Donofrio) seconded (Cinelli) to recommend to the Trumbull Town Council that contracts for both the Jane Ryan and Booth Hill School projects be awarded to Silver/Petrucci & Associates.
Vote: unanimous in favor.

Mr. Bova stated that after the Town Council vote, he will present a contract award letter for each project.

The next meeting for the Booth Hill and Jane Ryan Building Committee will be March 8, 2018 at 5:30 p.m.

By unanimous consent, the meeting adjourned at 8:50 p.m.